

Basin Study Work Group Steering Committee (BSC) Meeting

August 4, 2015, 10:00 pm - 12:00 pm

Barnes and Sawyer Room, Deschutes Services Building, 1300 NW Wall Street, Bend, OR 97701

ATTENDANCE

Mark Reinecke, Avion Water Company
Shawn Gerdes, Arnold Irrigation District
Betty Roppe, Central Oregon Cities Org. & City of Prineville
Dave Dunahay, Central Oregon Fly Fishers
Craig Horrell, Central Oregon Irrigation District
Adam Sussman, City of Bend
Tom Hickman, City of Bend
Chris Gannon, Crooked River Watershed Council
Alan Unger, Deschutes County
Tod Heisler, Deschutes River Conservancy
Terry Smith, Lone Pine Irrigation District
Amy Stuart, Native Reintroduction Network
Mike Kasberger, Ochoco Irrigation District

Jesse Graeber (Phone), Portland General Electric
Mike Tripp, Trout Unlimited
Jeff Wieland, Upper Deschutes River Coalition
Rex Barber, Water for Life
Ken Rieck, Tumalo Irrigation District
Peter Lickwar, U.S. Fish and Wildlife Service
Ryan Houston, Upper Deschutes Watershed Council
Jason Gritzner, United States Forest Service
Suzanne Butterfield, Swalley Irrigation District
Tom Bennett, Natural Resources Conservation Service

Member Organizations Not Present:

Bend Paddle Trail Alliance
City of Madras
WaterWatch of Oregon

Also Attending:

Shon Rae, Central Oregon Irrigation District
Ingria Jones, OSU/Deschutes River Conservancy Fellow
Steve Shropshire, Attorney, Jordan Ramis

In addition, Mike Relf, Bureau of Reclamation Basin Study Project Manager attended by phone. Kate Fitzpatrick, Deschutes River Conservancy, attended as Process Coordinator. Kelsey Wymore, Deschutes River Conservancy, attended and took meeting minutes.

AGENDA

The group used the following agenda as a guide during their meeting:

1. Welcome, Self-Introductions, and Approval of Minutes
2. Overview of Basin Study Context and Schedule
3. Study Team Recommendations
4. Tech Update: GS Flow Model Availability
5. Communications Update
6. Public Comment
7. Next Steps

WELCOME, INTRODUCTIONS, AND MINUTES

BSC Chair Craig Horrell welcomed the group and asked everyone to introduce themselves.

Meeting Minutes Approval

The minutes from the July 7, 2015 meeting were approved.

OVERVIEW OF BASIN CONTEXT AND SCHEDULE

The group will be discussing the four proposals submitted to BSWG in July. The desired outcome is to reach agreement so contractors may be in place by September.

STUDY TEAM RECOMMENDATIONS

The planning team looked over all proposals and scored them prior to today's steering committee meeting. The results are in the agenda (**Attachment 3**) and will be discussed today. Attachment 3 contains the ranking sheets, indicates who was present for discussion/ranking, and contains notes on discussion highlights.

- **Technical Director:**

Two proposals were submitted for Technical Director. The planning team felt strongly that Niklas Christensen, with Watershed Professionals Network, has good knowledge of the basin and the study, due to his work on the Plan of Study and with the Hood River Basin Study, and that his expertise in modeling and climate change, and his experience working with Reclamation, are great assets. While the GEI team had impressive qualifications, the team sees value in the Technical Director being one person who could coordinate the rest of the expertise on the Study Team. Brief discussion was had to confirm that the proposed hourly rate/time fits into our anticipated budget and workplan, and it was confirmed that Niklas provides good cost value.

Agreement to contract with Watershed Professionals Network, Niklas Christensen, as the contractor for Technical Director— **ALL GREEN CARDS**

- **Water Conservation Assessment:**

Three proposals were submitted for the Water Conservation Assessment. The planning team thought West-DE had a strong proposal with excellent expertise and direct experience, but the consulting fee is higher and the firm is located out of state. Newton and Associates has

done great work in the basin, particularly in planning, and has a long history with stakeholders, but the team thought Andersen-Perry would be more suited in taking the work that has been done closer to implementation. The planning team thought Andersen Perry provided the best value and expertise for the particular role we want this consultant to play. There was discussion about how this consultant is part of a larger team, being funded outside of the Basin Study, including work that COID already has Black Rock under contract to do, and work that the Farmers Conservation Alliance/Energy Trust of Oregon will do. The planning team thought that these entities, in addition to Anderson Perry, and with inputs coordinated by Niklas Christensen, will give us strong results. The summary and cost schedules also align with the estimated budget that the steering committee has agreed to.

Agreement to contract with Andersen Perry for the Water Conservation Assessment – **ALL GREEN CARDS**

- **Water Rights Legal, Policy, Socio-economic:**

Two proposals were submitted for this RFP. Craig explained that both proposals were strong, and that the team would like GSI and Ecosystem Economics to work together on a scope of work to utilize the strengths of each firm for the best results. Discussion included:

- Concern that GSI did not submit a full proposal (no bid on Task 7). It was clarified that the RFP was crafted to allow a consultant to bid on part of it, acknowledging that two consultants might be hired to complete the work.
- Concern about GSI having a conflict of interest because they have been part of the Plan of Study development and thus had an inside track. Suzanne noted that DRC is in the same position and is not concerned with this; past experience can be an asset. Tom Hickman indicated that if GSI was awarded a contract, that Tom or Patrick Griffiths would participate as the City of Bend card-holder on the BSC to reduce perceived conflicts.
- Ryan discussed the benefits of utilizing two consultants for the advantage of the basin study.
- There was discussion about trust issues with several of the consultant team members and suggestions on how to manage this.
- There was discussion on level of direction to provide to the two teams to develop a blended proposal, acknowledging that some direction is good, but it is also good to have the teams get used to working together to develop the proposal.

Agreement that the Planning Team will provide direction to GSI and Ecosystem Economics to develop a blended scope of work to perform the Water Right, Policy, Legal and Socio-Economic Assessment. The planning team will forward this blended scope of work to BSC with 3 working days to review – **ALL GREEN CARDS**

- **Upper Deschutes Ecological Assessment:**

Three proposals were submitted for this RFP and all were strong proposals with good qualifications. A technical team met before the planning team to discuss the proposals that included Jason Gritzner, Jen O'Reilly, Brett Hodgson, Tim Hardin, Niklas Christensen, and Kate Fitzpatrick. The technical team sent follow-up questions to all proposers which were received back yesterday morning. The technical team is meeting this afternoon to discuss and evaluate the responses from proposers and then will present the planning team with a recommendation. If needed, the technical team will have further conversations with proposers before making a recommendation. The planning team would then review and send out their recommendation to BSC with three working days to review. Ryan clarified that all consultants are good choices and that that is why the technical team is taking a little more time, which is a good problem to have. The technical team needs to thoroughly evaluate which consultant would be the best fit. Kate added that the technical team identified Bull Bend and Dead Slough as the primary study areas to help further define the scope of work.

Agreement that the technical team will make a recommendation to the planning team for the Upper Deschutes Ecological Assessment, and the planning team will forward a formal recommendation to BSC with three days review- **- ALL GREEN CARDS.**

Craig noted that Salem reminded him that the State needs to review the contracts before they are signed off on.

TECH UPDATE: GS FLOW MODEL AVAILABILITY

Kate gave an update on the development of the GS flow model (Attachment 4), that was discussed on a technical check-in phone call between Mike Relf, Jennifer Johnson, Marshall Gannett, Jonathon LaMarche, Niklas Christensen and Kate. Marshall is still working on the model but is optimistic it can be ready for use in November. The group agreed to a contingency plan that if it is not ready for use by September 30th, Marshall and Jennifer will start making the necessary refinements to the existing models so that we have a good model ready to use in November.

COMMUNICATIONS UPDATE

The Communications Subgroup had its first meeting after the last BSC meeting and will continue to meet monthly after BSC. Subgroup members are Alan Unger, Adam Sussman, Kate, Bea Armstrong, Craig Horrell, Shon Rae, Jeff Wieland, Chris Gannon and Mike Relf. The committee is developing key messages and brainstorming about future public meetings. Initial thoughts on meetings include 3 meetings- one at study kick-off, one midway through, and one once we have a draft Basin Study report. We would spread meetings out across the basin to receive input from varying demographics. Please notify the communication group if you have suggestions on target groups for public meetings and outreach.

Kate also gave a list of past public meetings where BSWG information has been shared back.

PUBLIC COMMENT

There was no public comment.

NEXT STEPS

The next meeting is September 1st in the DeArmond room from 10-Noon.

Meeting adjourned by Craig Horrell.

MEETING EVALUATION

Members were provided forms on which to write one piece of feedback about what they liked about the meeting, indicated below with a plus symbol (+), and one piece of feedback about what they would like to change for the next meeting, indicated with a delta symbol (Δ). Each check mark (✓) indicates that someone repeated an item. The following comments were received.

+	Δ
<ul style="list-style-type: none">+ Good problem solving+ Good discussions+ Very proficient+ Well run, good job by Chair	Δ *From July 2015 meeting: Perhaps consider a BSWG steering in Redmond to ensure the public has opportunities to attend and participate from other areas

ATTACHMENT 1: BSC ACTIVE MEMBERS LIST

From Section 3.a of the Charter: “If a member organization does not participate in decision-making at two consecutive meetings by attendance or by email (see 4.a.vi), that organization cannot participate in decision-making until after it participates at two of the prior four meetings.”

Organization	5/15/15	6/8/15	7/7/15	8/4/15
Arnold Irrigation District	P	P	P	P
Avion Water Company	P	P	P	P
Bend Paddle Trail Alliance				
Central Oregon Cities Organization	P	P	P	P
Central Oregon Flyfishers		P	P	P
Central Oregon Irrigation District	P	P	P	P
City of Bend	P	P	P	P
City of Madras	P	P		O
City of Prineville	P	P	P	P
City of Redmond	P		P	
Crooked River Watershed Council	P	P	P	P
Deschutes County			P	P
Deschutes River Conservancy	P	P	P	P
Lone Pine Irrigation District	P	P	P	P
Native Reintroduction Network	P		P	P
Natural Resources Conservation Service	P	P		P
North Unit Irrigation District	P	P	P	
Ochoco Irrigation District	P	P	P	P
Oregon Dept. of Environmental Quality	P	P	O	
Oregon Land and Water Alliance			P	O
Oregon Water Resources Department	P		P	
Portland General Electric	P	P	P	P
Swalley Irrigation District		P	P	P
Three Sisters Irrigation District	P	P	P	
Trout Unlimited	P	P	P	P
Tumalo Irrigation District	P	P	P	P
U.S. Bureau of Reclamation	P	P	P	
U.S. Fish and Wildlife Service		P	P	P
U.S. Forest Service	P	P	P	P
Upper Deschutes River Coalition	P	P	P	P
Upper Deschutes Watershed Council		P	P	P
Water for Life	P	P	P	P
WaterWatch of Oregon		P		

ATTACHMENT 2: BASIN STUDY REQUIREMENTS

Basin Studies address basin-wide efforts to evaluate and address the impacts of climate change. Funding is available for comprehensive water studies that define options for meeting future water demands in river basins in the western United States where imbalances in water supply and demand exist or are projected.

Each Basin Study will include four basic components:

1. Projections of water supply and demand within the basin, or improvements on existing projections, taking into consideration the impacts of climate change.
2. Analysis of how existing water and power infrastructure and operations will perform in the face of changing water realities such as population increases and climate change.
3. Development of structural and nonstructural options to improve operations and infrastructure to supply adequate water in the future.
4. A trade-off analysis of the options identified and findings and recommendations as appropriate. Such analysis simply examines all proposed alternatives in terms of their relative cost, environmental impact, risk, stakeholder response, or other attributes common to the alternatives. The analysis can be either quantitative or qualitative in measurement.

(Sources: <http://www.usbr.gov/WaterSMART/bsp> and <http://www.usbr.gov/WaterSMART/bsp/require.html>, accessed September 10, 2014)

ATTACHMENT 3: SUMMARY OF PLANNING TEAM RECOMMENDATIONS & INDIVIDUAL RANKING SHEETS

Study Elements Tracking Sheet: The table below summarizes the July 7th BSC action for each Study Element, as well as the August 4th Planning Team Recommendation for the four RFPs/RFQs that were released (the ones shaded in blue). We are looking to discuss the blue elements today.

Element	Type	Amount	BSC Approved Action July 7th	August 4 th Planning Team Recommendation
Water Conservation Assessment	RFQ	\$72,000	Release July 10	Contract with Anderson-Perry
Water Rights, Legal, Socio-Economic Assessment	RFP	\$150,000	Release July 10	Two proposals were submitted (GSI and Ecosystem Economics). Recommend the Planning Team work with the two teams to create a blended scope of work, and forward this recommended scope to BSC with three working days review.
Upper D Ecological Assessment	RFP	\$80,000	Release July 10	Three proposals were submitted. A small technical group reviewed proposals, sent follow-up questions to all proposers and will meet again August 4th to discuss further. Recommend that the Planning Team consider the technical group's forthcoming recommendation and forward a formal recommendation to BSC with three working days review.
Technical Director	RFQ	\$150,000	Release July 10	Recommend contracting with Watershed Professionals Network (Niklas Christensen)
Communications, Coordination, Technical and Project Management Support	Statement of Work	\$50,000	Direct Award to DRC	Contracting will occur in August as previously-approved.
Crooked Temp Assessment	Statement of Work	~\$5,000	Direct award to CRWC for data/WPN for analysis	Contracting will occur in August as previously-approved.
Middle D Temp Assessment	Statement of Work	~\$5,000	Direct Award to UDWC	Contracting will occur in August as previously-approved.
Whychus Temp Assessment	Statement of Work	~\$5,000	Direct Award to UDWC	Contracting will occur in August as previously-approved.

RANKING SHEETS

Basin Study Technical Director (Engineering, Modeling and Integration)							
CONSULTANT	Introductory Letter (5)	Qualifications (30)	Project Examples (30)	References (30)	Cost Schedule (5)	Certificate of Insurance (Pass/Fail)	Total Score (100)
1 WPN	5	28	30	27	5	P	95
2 GEI	3	23	20	20	2	P	68
Present for ranking: Craig Horrell, Marc Thalacker, Mike Britton, Adam Sussman, Tod Heisler, Betty Roppe, Kate Fitzpatrick							
Recommendation: Watershed Professionals Network							
Direct project experience with BSWG							
Involvement with Hood River Basin Study							
Modeling/Climate Change expertise							
Working relationships with Reclamation staff							
Expertise in all areas identified in RFQ minimum qualifications							
One point of contact able to coordinate the Study Team							
Cost effective							

Water Conservation Assessment								
CONSULTANT	Introductory Letter (10)	Firm Qualifications (20)	Personnel Qualifications (20)	Project Examples (20)	References (20)	Cost Schedule (10)	Certificate of Insurance (Pass/Fail)	Total Score (100)
1 Newton-FireWhat?	9	15	13	15	18	7	P	77
2 Anderson Perry	9	17	15	17	19	10	P	87
3 West-DE	7	18	18	18	18	3	P	82
Present for ranking: Craig Horrell, Marc Thalacker, Mike Britton, Adam Sussman, Tod Heisler, Betty Roppe, Kate Fitzpatrick, Niklas Christensen								
Recommendation: Anderson Perry								
Good fit with team (other water conservation assessment work being done through FCA and Black Rock)								
Cost-effective								
Solid relevant experience								
Good references								

Upper Deschutes Ecological Assessment								
CONSULTANT	Introductory Letter (5)	Project Approach (40)	Qualifications (20)	Project Examples (20)	References (10)	Cost Schedule (5)	Certificate of Insurance (Pass/Fail)	Total Score (100)
1 GeoEngineers								
2 River Design Group-HDR								
3 Thomas Gast and Associates								
4								
Present for technical group discussion: Jason Gritzner, Jen O'Reilly, Brett Hodgson, Tim Hardin, Kate Fitzpatrick, Niklas Christensen								
Kate updated the Planning Team on the technical team discussion, which included Mark Thalacker, Craig Horrell, Mike Britton, Adam Sussman, Tod Heisler, Betty Roppe, Niklas Christensen								
Proposals were not yet ranked.								
Discussion								
All firms are qualified. The technical group had several clarifying questions on technical approach and sent follow-up questions to each firm, with responses due August 3rd. The technical group will reconvene to discuss August 4th.								
Recommendation: Technical group makes a recommendation to Planning Team and Planning Team forwards a formal recommendation to BSC for three working days review.								

Water Right, Policy, Legal, and Socio-Economic Assessment Proposals						
CONSULTANT	Project Approach (25)	Qualifications (50)	Local Experience (15)	Schedule (5)	Budget (5)	Total Score (100)
1 GSI						
2 Ecosystem Economics						
3						
Present for discussion: Craig Horrell, Mike Britton, Marc Thalacker, Betty Roppe, Tod Heisler, Kate Fitzpatrick, Niklas Christensen						
Proposals were not ranked.						
Discussion Points						
GSI did not propose on economic analysis related to Task 7 in the RFP, recognizing that the BSWG would seek this expertise outside its team						
Both teams have excellent and valuable expertise and the Basin Study would benefit by blending these two teams on this Scope of Work						
Recommendation: Planning Team works with GSI and Ecosystem Economics to create a blended Scope of Work. Planning Team forwards this recommended scope to BSC for three working days review.						

ATTACHMENT 4: GSFLOW STATUS

GSFLOW Status: Marshall Gannett will continue working on model development and calibration with the goal of having a working model ready by Sept. 30, 2015. This timing will support model implementation for Basin Study purposes starting November 2015. If model development has not progressed sufficiently by Sept. 30, 2015, Marshall and Jennifer Johnson will collaborate in October 2015 to develop an approach for integrating VIC output with the updated MODFLOW model to develop projected future climate adjusted flows for use in Riverware modeling for the Basin Study.